Cranes Landing Apartments
Frequently Asked Questions (FAQ)

PROJECT LOCATION:
2245 TIENDA DRIVE
LODI, CA 95242

1. Can you please provide an overview of Cranes Landing Apartments?

Cranes Landing Apartments is a brand new, 79-unit affordable apartment community coming to Lodi, with targeted funding provided to meet the housing needs of senior households. The apartments will include seventy-nine (79) one-bedroom apartments.

All floors have elevator access. All apartments are made affordable through the City of Lodi, County HOME, MHSA, AHP, and the Low-Income Housing Tax Credit Program. All household members must be aged 62 or older at the time of application.

The chart below provides an overview of the distribution of resident apartments.

<table>
<thead>
<tr>
<th>Unit Type</th>
<th>Number of Each Unit Type</th>
<th>Approximate Square Footage</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Bedroom / One Bathroom</td>
<td>79</td>
<td>550 square feet</td>
</tr>
<tr>
<td>One Manager’s Unit*</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td><strong>Unit Total</strong></td>
<td><strong>80</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Manager’s unit two-bedroom apartment will be filled by an on-site staff member of the management company.

2. When will the apartments be available?

Construction on the project is anticipated to be completed in April 2017. Barring construction delays all apartments are expected to be occupied in May 2017.

3. What special amenities are provided?

- Community Room
- Technology Center with Computer Room
- Fitness Center
- Onsite Laundry Facilities
- Community Gardens & Open Courtyard with Seating
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- Barbeque Area
- Close proximity to Transportation, Hospital, and Retail Centers
- Adjacent to Large Park
- Resident Services with a Dedicated On-Site Office

4. Will I get my own assigned parking space?

There will be 80 parking spaces available for residents of Cranes Landing Apartments, including ADA spaces. Parking is available on a first come, first served basis.

5. Who will manage the property?

Eden Housing Management, Inc. will manage the property. A full-time property manager will act as the primary management contact for the residents. An Eden Housing Management, Inc. property management staff member will live on-site.

6. Where do I pick up a rental application for Cranes Landing Apartments?

Application reopening period starts 3/17/2017. Applications will be made available for pick-up during specified hours in two (2) different ways:

a) Online at [www.edenhousing.org](http://www.edenhousing.org) (Click on “Now Leasing” to print)

b) At the Cranes Landing Apartments Lease-Up Office:
   330 S. Fairmont Ave., Suite 2
   Lodi, CA. 95240

   Pick-up Hours: 10:00 AM to 4:00 PM, Monday thru Friday
   (Closed holidays and periodic training days.)

7. How should I submit my completed application?

Completed rental applications will **ONLY be accepted as follows:**
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1.) **In-Person** at:

Cranes Landing Apartments Lease-Up Office
330 S. Fairmont Ave., Suite 2
Lodi, CA 95240

Drop-Off Hours: Monday thru Friday
10:00 AM to 4:00 PM

Fully completed, signed and dated applications must be returned as instructed above.

8. **Are there any other special designated units, preferences or priorities?**

A. There are eight (8) one bedroom units designated for Mental Health Services Act (MHSA) qualified households. Qualified households must meet the requirements established by the Mental Health Services Act Housing Program. These units will be filled by direct referral from the San Joaquin County Behavioral Health Care Services (BHCS) and will not be included in the lottery. Please contact BHCS if you believe you meet the qualifications.

9. **Will all applicants receive an interview letter?**

No. Second round of Applicant interview letters will begin being distributed March 2017. Cranes Landing Apartments will process several applications for each available unit and send out the appropriate number of interview letters to meet this target. Second round of Applicant interviews will begin End of March 2017.

10. **How are applications processed and apartments assigned?**

Applications will be processed (interviews set up and third-party income verifications sent out) in the order of application date. Cranes Landing Apartments will process 4 to 5 applications for each available apartment and send out the appropriate number of interview letters to meet this target.
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An apartment is assigned once all third party verification forms are returned, income calculations are completed and the file is deemed approved by Eden staff. Apartments are then assigned based on the “first approved file,” regardless of lottery number or application date.

Applicants not contacted will be converted to the waiting list upon completion of the lease-up at 100% occupancy. Applications submitted during the lottery will remain in lottery number order and applications submitted after the lottery will remain in application date.

As apartments become vacant and turn over, applicants on the waiting list are contacted in order of lottery (waiting list) number and application date if received after the lottery.

11. What will I need to bring to my interview?

You will be asked to bring the following documents to your interview:

- Social Security Card or Resident Alien Card
- California Driver’s License or Photo ID
- Documentation for ALL Sources of Income including, but not limited to:
  - Employment (last 3 consecutive months of current paystubs - required – no gaps),
  - Social Security (most recent 2016/2017),
  - Supplemental Social Security (most recent 2016/2017),
  - Veteran Administration Benefits, Pension / Retirement, including any income from deceased spouse or children (if paystubs are received, the last 3 consecutive months – no gaps of paystubs are required or current proof of income dated within 120 days of interview)
  - Child Support Judgment & proof of income (dated within 120 days of interview)
- Complete Tax Returns for 2015; including all W-2 & 1099s, if you file
- Checking account statements – last six months in order by month – No gaps
- Savings account statements for the most recent or current month
- Most current Statement received in 2016 for any other kind of assets such as, IRAs, 401/Ks and any other form of other Retirement Accounts
- Life Insurance Policies (this does not include Term Life)
- Documentation for any other asset or source of income
- For those individuals who are self-employed or earn cash wages, very specific regulations apply to verifying these types of income, as follows:
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- Self-Employed
  - Previous Year’s 1040 Tax Return and Schedule C**
  - OR
    - IRS Form 4506-T and one of the following:
      - Profit and Loss Statement
      - Statements from recurring clients

- Cash Wages
  If an applicant/tenant is claiming that they do not receive pay-stubs as they are paid in cash, the IRS has determined that those individuals are considered “independent contractors” and as such should file a 1040 tax return. We will require a copy of the 1040 filing for the applicant/tenant and a third party statement from the employer on company letterhead, indicating the name of the applicant/tenant, the position title, and how much the employer pays the applicant/tenant in cash each week.

  Additionally, if a household is claiming they do not file taxes on cash wages, we will require a completed IRS form 4506-T, received back from the IRS, to be in the file, verifying non-filing status in addition to the third party statement from the employer on company letterhead, indicating the name of the applicant/tenant, the position title, and how much the employer pays the applicant/tenant in cash each week.

12. Are there restrictions on the family size that is authorized to live in a unit?

Yes. The following occupancy standards will apply to all apartments. All household members must be 62 or older.

<table>
<thead>
<tr>
<th>Persons in Household</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit Size</td>
</tr>
<tr>
<td>1 Bedroom</td>
</tr>
</tbody>
</table>

13. What are the current maximum income limits to rent the apartments?
The following income limits are effective as of March 28, 2016 for San Joaquin County as published on the website for the California Tax Credit Allocation Committee (CTCAC), which implements the Low Income Housing Tax Credit Program (LIHTC) in the State of California. Additionally, households must make at least 2.5 times their monthly rent as income. (This is not applicable to those with a Housing Choice Voucher.)

<table>
<thead>
<tr>
<th>AMI Level</th>
<th>One Person</th>
<th>Two Persons</th>
<th>Three Persons</th>
<th>Number of Units Required at AMI Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>45%</td>
<td>$18,585</td>
<td>$21,240</td>
<td>$23,895</td>
<td>20</td>
</tr>
<tr>
<td>50%</td>
<td>$20,650</td>
<td>$23,600</td>
<td>$26,550</td>
<td>32</td>
</tr>
<tr>
<td>55%</td>
<td>$22,715</td>
<td>$25,960</td>
<td>$29,205</td>
<td>19</td>
</tr>
</tbody>
</table>

14. What are the proposed rents for the apartments?

The following rent limits are effective as of March 28, 2016 for Alameda County as published on the website for the California Tax Credit Allocation Committee (CTCAC), which implements the Low Income Housing Tax Credit Program (LIHTC) in the State of California (exceptions may apply to those holding portable Housing Choice Vouchers):

<table>
<thead>
<tr>
<th>Bedroom Size</th>
<th>Rent Range</th>
<th>Number of Apartments Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 BR</td>
<td>$497 - $608</td>
<td>79</td>
</tr>
</tbody>
</table>

Rents for these apartments are set at the appropriate Low Income Housing Tax Credit program 45, 50% and 55% levels by bedroom size. The amount a household pays in rent will be determined by household income and bedroom size. Examples below:

- A 1-person household that qualifies at the 45% AMI level will pay $497 per month for a one-bedroom apartment. This household’s income be less than $18,585 but more than $14,910 per year.
- A 2-person household that qualifies at the 55% AMI level will pay $608 for a one-bedroom apartment. This household’s income must be less than $29,205 but more than $18,240 per year.
15. Is a lease required?

Yes. A one-year lease is required at initial move-in.

16. Is smoking allowed at the property?

Cranes Landing Apartments has been designated as a non-smoking property. No smoking will be allowed anywhere in the resident apartments, common areas, or anywhere on the exterior of the property.

17. Can students apply?

Anyone who meets the basic eligibility requirements as explained throughout this FAQ is welcomed to apply. However, very specific guidelines do exist as it relates to full-time students, as identified below:

**Full-time Students (including K-12 and adult dependents)** -
In order for a household consisting entirely of full-time students to be considered eligible, they must meet one of the following criteria:

- Any member of the household is married and either files or is entitled to file a joint tax return.
- The household consists of at least one single parent and his or her minor children, and the parent is not a dependent of a third party. Any children may be claimed as a dependent of either parent, regardless of tenancy in unit.
- At least one member of the household receives assistance under Title IV of the Social Security Act. (AFDC, TANF, CalWORKS, etc. – Not SSA or SSI).
- At least one member is enrolled in a job training program receiving assistance under the Work Investment Act (WIA), formerly known as the Job Training Partnership Act, or similar federal, state or local laws.
- At least one member of the household is under age 24 and has exited the Foster Care system within the previous 6 years.

18. Will pets be allowed?

Yes. Pets will be allowed in accordance with Eden Housing Management, Inc.’s Pet Policy. Below are the basic guidelines included in this policy; however, this is not the policy in its entirety. A pet deposit of $150 is required.
Only the following types and number of pets will be allowed:

A. Dog
   • Maximum Number: One
   • Maximum Size: 25lbs

B. Cats
   • Maximum Number: One (Domestic only)
   • Maximum size: N/A
   • Minimum age: 6 months

C. Birds
   • Maximum number: Two

D. Fish
   • Maximum Aquarium Size: 20 gallons

E. Small Mammals
   • Gerbils, Hamsters, Rats, Guinea Pigs
   • Maximum number: Two

Notes: No rabbits are permitted. Only one breed of pet is allowed. For example, you may have one dog OR two birds, but not one dog plus two birds.

19. Will Resident Services be provided?

Yes. Eden Housing Resident Services will provide resident support for Cranes Landing Apartments. Our services include information and referrals to local community resources, one-on-one support to address individual needs, educational classes/presentations on site, community building programs, and programming for children. There will be a dedicated resident services office on-site.

20. Who should I contact if I have any questions?

For general questions and questions about the application process please call the Management Agent at (209) 400-2070.